



USAID
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Youth Employability Skills Network

Associate Cooperative Agreement
Award 165-A-00-10-00106-00

Quarterly Report
July through September 2013

Education Development Center

EDC

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Acronyms

ALMM	Active labor market measures
AOTR	Agreement Officer's Technical Representative
AWP	Annual Work Plan
BCM	Business Confederation of Macedonia
COP	Chief of Party
CC	Career Center (VET)
DCOP	Deputy Chief of Party
ESA	Employment Service Agency
EDC	Education Development Center Inc.
FAM	Financial and Administrative Manager
GCDF	Global Career Development Facilitator
ILO	International Labor Organization
ICP	Individual Career Plan
JC	Job Club (ESA)
HCN	Host Country National
HICD	Human and Institutional Capacity Development
LESC	Local Economic and Social Council
MK	"Moja Kariera"
MLSP	Ministry of Labor and Social Policy
MOF	Mladinski Obrazoven Forum
M&E	Monitoring and Evaluation
NESC	National Economic and Social Council
NGO	Non-governmental Organization
ORM	Employers Organization of Macedonia
IT	Information Technology
PMP	Performance Monitoring and Evaluation Plan
PPD	Public –Private Dialogue
PPR	Project Portfolio Review
RC	Regional Coordinators
RFO	Regional Field Offices
STS	Senior Technical Specialist
VET	Vocational and Educational Training
USAID	United States Agency for International Development
WBL	Work-based Learning
WRS	Work Readiness Skills
WRC	Work Readiness Curriculum
YES	Youth Employability Skills Network

Executive Summary

The Modification 06 for Yes Network Project, Award #AID-165-A-00-10-00106, was prepared and submitted to USAID Mission in Macedonia. It was officially approved and signed by EDC and USAID officials on July 31, 2013. With this modification, YES Network project was awarded a new grant in the total amount of \$300,000 for the implementation of a new activity - the Inclusion of Youth with Disability. Additionally, the project objectives were reviewed and modified. It is agreed with the project's AOR that the next QR for October – December 2013 should be prepared based on the revised/modified project objectives.

The YES Network continues to work together with partner municipalities and other social partners in strengthening the PPD and developing the capacities of established LESC.

The LESC Bitola had its first official constituent meeting to appoint the new president, deputy president and secretary and adopt the rulebook. The workshop on strategic planning for LESC members was held on 15-16 October, 2013.

The YES Network organized a one-day workshop for members of the Economic Council of Prilep to finalize their strategic plan. The document is under the final review by members of the Economic Council.

The LESC Stip joined other LESCs that finalized and printed out their documents on Strategic Planning. Forty five (45) printed copies of the LESC Stip Strategic Planning were submitted to the LESC Secretary for distribution among the LESC and City Council's members.

The LESC Tetovo held its 5th session, where 3 new City Council members were introduced. Also, LESC Tetovo members started working on the Local Action Plan for Employment.

The YES Network CoP, the STS PPD and the Regional Coordinator for Tetovo region, met with the new mayor of Gostivar and representatives of the Local Economic Development Department. The Mayor and his associates ensured that the Municipality will offer all necessary support to the YES Network project. The LESC Gostivar was formally inaugurated on September 30, 2013.

The Yes Network CoP together with the STS PPD met with Mrs. Eleonora Nikolovska, appointed by the Mayor of Skopje, who will act as a contact person in charge of matters related to LESC. In our regular communication with her after the meeting, we were informed that the City of Skopje has already initiated some preparation activities to establish the LESC.

During this quarter, 9 Career Centers in Skopje schools, as well as the Career Center in Riste Risteski Ricko from Prilep, and the one in Kole Nehtenin from Stip, were renovated and fully equipped with furniture and IT equipment. All schools involved in YES Network started creating their Career Centers' Action Plans for this school year.

The YES Network has also supported a refurbishment and equipping of the Job Club in the Employment Center in Skopje. The process was successfully completed by the end of August. Job Clubs in the Employment Centers in Strumica, Bitola, Tetovo, Prilep, Gostivar and Shtip, are fully functioning and

working in accordance with the work plans they have developed. The Job Club in the Employment Center Skopje has developed a six month work plan (October 2013-March 2014) as well.

During this quarter, the Employment Centers in Strumica, Tetovo, Bitola, Shtip and Prilep delivered WRS trainings to the unemployed youth. Out of the 94 registered unemployed youth who have successfully completed the WRS trainings, 3 registered unemployed youth gained internship positions and 14 registered unemployed youth gained long term employment.

Two WRS ToT training sessions for ESA staff were organized and 9 representatives from ESA Skopje and 8 representatives from the ESA Centers from Strumica, Stip, Tetovo, Gostivar and Prilep were trained as WRS facilitators.

In all 6 municipalities the YES STS for VET led mentoring sessions with trained teachers. At these sessions, the implementation of the WRC and WBL programs with the students during this school year, and the new Career Counseling program was discussed. Teachers also shared their experiences in implementing WRS and WBL activities with their students.

After setting cooperation with 11 secondary schools from Skopje, the first WRS training for teachers was organized and delivered. A total of 55 teachers completed the entire WRS training and started implementing the program in their schools.

Based on the application procedure, candidates for the first set of CCCP trainings from Tetovo and Gostivar schools were selected and two trainings were delivered. A total of 40 teachers from Tetovo and Gostivar attended the first part of the CCCP training. Based on the already developed CCCP training modules, a program for “free school activities” was designed and officially adopted by the VET center on September 2, 2013.

On August 29-30, YES Network project organized a meeting with school directors and municipality officials from the education sector representing all municipalities. They were informed about YES network activities that have been implemented within the schools so far, and the activities that will follow in the next period. Also, the results from the M&E school-related activities were presented and recommendations to schools were discussed.

During this quarter a quantitative data input and processing was performed. The total numbers of completed questionnaires by program and by target group are presented in the M&E section of the QR.

1. Program Activities and Outcomes

1.1. Facilitate Public-Private Dialogue that will improve demand-supply labor exchange at the local level

Establishment of local ESCs

Bitola: On September 19, 2013 the LESC Bitola had its first official constituent meeting where the president, the deputy president and the secretary were appointed and the rulebook was adopted. 17 members attended the meeting. The Head of the education department of the Municipality Bitola, Mrs. Snezana Petrovska, started the meeting by welcoming the attendees on behalf of the Mayor and wished them a success. She gave the floor to the USAID YES Network Chief of Party, who stressed out the importance of the LESC Bitola in promoting and developing a social dialogue among the social partners and harmonizing their different attitudes and interests at the local level. The LESC members were mostly interested in their role in reviewing and proposing measures for promoting employment and harmonizing the educational process with the needs of the labor market. The agenda was adopted to discuss the following issues:

1. Appointment of the LESC President
2. Appointment of the LESC Deputy President
3. Appointment of the LESC Secretary
4. Review and adoption of the LESC rulebook
5. Information on planning the next activities within the USAID YES Network framework
6. Other

The facilitator proposed to vote for the agenda and since there were no objections, all items were discussed and covered one by one. On items 1, 2 and 3 there was a very constructive discussion. Several nominations were proposed and every proposal was elaborated with the personal qualities of the candidate and her/his professional competencies and how they align with position requirements. At the end, all three candidates were selected unanimously. The LESC Bitola appointed Mr. Tomislav Davkov, the representative from the Employment Organization of Macedonia, as its President. His deputy, Mr. Simon Siljanovski, is a representative from the Trade Unions, and the position of the Secretary of the LESC Bitola will be covered by Mrs. Viki Nalevska, an associate at the LED Municipal Department.

Members of the LESC Bitola also had a fruitful discussion regarding the rulebook. A few practical articles and comments were additionally adjusted or included to the final version. At the end of the meeting, the YES Network Senior Technical Specialist on PPD explained future activities regarding the effective operation of the LESC Bitola. The attendees were informed about the methodology and procedures the YES Network applies in its work with partners. They

were also informed about the products and outputs developed by the LESC in other municipalities. At the end of the meeting it was agreed to call on a workshop on strategic planning on October 15-16, 2013 that will be organized locally.

Prilep: During the reporting period, YES Network organized a one-day workshop for members of the Economic Council of Prilep to finalize the Strategic Planning. The attendees were well prepared in advance and had concrete opinions and responses to the issues that were open and unresolved from the last time when the outline of the strategy was designed. The first draft of the



document is under final review by members of the Economic Council and it is expected that by the end of next week we will have a clear version ready for printing. The Mayor expressed his wish to acknowledge the work and importance of the Economic Council and asked for a short paragraph in which he will emphasize the role of the Council and its functioning for the common interest and benefit of all the citizens of Prilep. The paragraph will replace the regular introductory part on the first page of the document on strategic planning. The printed copies will be distributed to members of the Economic and City Councils.

Stip: The LESC Stip joined the rest of the LESC that finalized and printed out their documents on Strategic Planning. This 40-page strategic document includes methodology of the strategy preparation and design, the PESTLE analysis of the region (political, economic, social, technological, and ecological factors), the SWOT analysis, vision, mission, values, priorities, strategic goals, an action plan and a time frame for the implementation of the action plan of the LESC Stip. In addition to the mentioned analyses, the focus was placed on proposing coordinated strategies, activities and measures of all relevant local players on the labor market in Stip to provide better opportunities and environment for employment and development of employability skills to all unemployed persons, specifically the young ones and those who seek jobs for the first time. The printed hard copies (45) of the LESC Stip Strategic Planning were submitted to the LESC Secretary for distribution among the LESC the City Council's members.

Tetovo: The YES Network STS PPD and the Regional Coordinator for Tetovo held a meeting with the newly elected President of the City Council of Municipality of Tetovo, Mr. Hisen Xhemaili. He was informed about the existing Local Economic and Social Council of the Tetovo Municipality, the idea of the establishment of the LESC, its aims, members, and the way of functioning. Mr. Xhemaili was pleased to hear about this model of a council that has been

established as an advisory and counseling body to the Municipal Council. He expressed his willingness to support the LESC's work and cooperation with the Municipal Council.



During the past quarter, the LESC Tetovo members started working on the Local Action Plan for Employment. This document was created as a tool for Tetovo LESC to identify local needs of the Tetovo municipality, and to plan and implement their activities in order to create better conditions and improve the employability skills and employment environment for the young unemployed people. After finalizing the follow up workshop on the findings produced by the analysis on the

local labor market, members met once again and identified several strategic areas, measures and actions to develop the document on Local Employment Action Plan (LEAP). The document passed the first re-reading and review by the LESC members and is currently being translated in Albanian. The next phase is printing out the LEAP, its distribution to the LESC members and the City Council members. Hopefully, there will be an opportunity for its presentation at the next standing City Council meeting. It will be a step forward if this document can be integrated into other strategic documents of Municipality aimed at improvement of the employment issue.

On September 25, 2013 the LESC of Tetovo held its 5th session, where 3 new City Council members were introduced. Since Mr. Irfan Odai, the Head of the LESC of Tetovo and the Head of the Local Economic Development Municipal Department, and Mr. Adnan Neziri, the Head of the Finance Municipal Department, both members of the LESC of Tetovo, resigned from their positions, the



Mayor's cabinet appointed newly elected people in these two positions. A voting took place during the 5th session of the LESC. Mr. Fatmir Saiti, the new Head of the Local Economic Development Municipal Department, was unanimously elected as the new Head of the LESC of Municipality of Tetovo. At the same meeting, it was agreed to form a working group to be in charge of identifying the priorities and actions and also the budget needed for their implementation. This monthly action planning will be in accordance with the strategic planning of the LESC Tetovo and will be used to guide LESC members. As part of the project's LESC sustainability efforts, there was a proposal to contact the municipal officials to see if they are

ready to commit a portion of the municipal budget to the implementation of the LESC activities, but so far, we have not received any feedback from the Municipal authorities on this matter.

Gostivar: After the local elections were over, and the newly elected Mayor of Gostivar took office, the YES Network CoP, STS PPD and the Regional Coordinator for Tetovo region, held a meeting with new mayor Mr. Nevzat Bejta and representatives of the Local Economic Development Department to inform them about the YES Network project in general and what has been implemented by the project so far with all partners from the Municipality of Gostivar. The Mayor and his colleagues ensured that the Municipality will offer all necessary support to the YES Network project.



The LESC Gostivar was formally inaugurated on September 30, 2013. The LESC Gostivar includes representatives from local business sector (employers) and their organizations, education institutions, craftsmen chambers and youth serving NGOs, which deal with youth issues, especially those focused on youth inclusion in the modern labor market.

The establishment and inauguration of LESC in municipality of Gostivar was greeted by Mr. Nevzat Bejta, Mayor of the Municipality of Gostivar, Mr. Zivko Mitrevski, President of the Federation of the Trade Unions in Macedonia, Ms. Mirjana Andreska, President of the Confederation of the Free Trade Unions and Ms. Belinda Nikolovska, Executive Director of the Organization of Employers in Macedonia. The event was attended by Mr. Michael Stievater, Director of the USAID Macedonia Office for Democracy and Education. The guest speakers expressed their support for the establishment and functioning of the LESC. The event raised big media interest and all key note speakers issued their statements to local journalists.

Strumica: The coordination meeting between the President of LESC Strumica and the YES STS PPD was held on September 2, 2013. After finalizing the Local Action Employment Plan in May 2013, members of LESC Strumica did not have any meetings and did not identify any particular areas or issues for action. The document on strategic planning that LESC members adopted in May 2012, although provides directions for key priorities, does not indicate specific measures or activities that should be undertaken. The LESC members expressed their motivation for proactive steps and implementation of the strategy. Therefore, a workshop will be organized for all members of the LESC Strumica to design a monthly plan. A one-day workshop will be held in Strumica and it will also be used for capacity building of the LESC members, to define their responsibilities and to delegate specific assignments, as well as to transform this group of capable people into a competitive, professional and efficient team.

The LESC President also spoke about the importance of designing the LESC web page that will contain information on LESC activities, strategic documents, information on various events/meetings and other updates. The mayor's part of this web page will be designed to serve as a comprehensive labor exchange. Strumica LESC will collect the data for the database. This on-line database for employment exchange will include all companies from the Strumica region (a register of companies will be created). Companies can update their offers and demand for labor (force) engagement and the unemployed youth can search for available job opportunities. That way, the Strumica LESC will provide data on job opportunities and will directly assist with youth employment. It was agreed that the President of Strumica LESC will conduct additional consultations with the responsible IT person in charge of the design of the Municipal web page to make sure he can assist somehow in realization of this idea. The President also promised to send an official request to YES Network about the justification and the importance of this idea on behalf of the Strumica LESC members.

Skopje: The situation around the establishment of LESC in the City of Skopje shows some progress. The Yes Network CoP together with the STS PPD held a meeting with Mrs. Eleonora Nikolovska, appointed by the Mayor, who will act as a contact person in charge of the matters related to LESC. At the meeting Mrs. Nikolovska was introduced to the concept of the LESC, its tasks, role and the steps in the establishing process. She showed great willingness to do everything in her power to accelerate the process. In our regular communication with her after the meeting, we were informed that the City of Skopje started the procedure and sent official requests to the main social partners, Employment Organization of Macedonia, Trade Unions, and Confederation of the Free Trade Unions. It is realistic to expect that in the middle of October all the candidates from the social partners' side will be identified. The situation from the City' side is the following: four persons from the municipal administration have been nominated (from the LED, Social, Educational and International Department). We are still waiting for the persons selected by the City Council. It is realistic to expect that in the mid of November those last participants will be selected and we will organize the ceremony of the official signing of the agreement by all partners and begin our regular activities with LESC Skopje in the next quarter.

Results 1.1

- LESC Bitola elected its President, Deputy President, and Secretary
- LESC Bitola adopted the Rulebook
- EC Prilep held a follow-up workshop on strategic planning
- EC Prilep drafted the final version of the strategic plan
- LESC Stip Strategic Plan printed out and distributed to LESC and City Council members

- LESC Stip held regular a coordination meeting with YES staff
- Informational meeting with the newly elected President of City Council of Tetovo realized (support ensured)
- LESC Tetovo held a one-day follow-up workshop on Local Action Planning
- LESC Tetovo finalized Local Employment Action Plan for Tetovo Municipality
- LESC of Tetovo elected a new President
- LESC Tetovo formed a working group in charge of designing a monthly action plan
- Mayor of Municipality of Gostivar informed about the YES Network project activities in Gostivar (support to the project activities ensured)
- LESS of Municipality of Gostivar formally inaugurated
- LESC Strumica held a regular coordination meeting with YES staff
- City of Skopje started the procedure for LESC establishment

1.2. Develop venues for meeting immediate skill/training needs of the labor market and career development opportunities

Career Centers

During this quarter, 9 CCs in the Skopje schools, as well as the CC in Riste Risteski Ricko from Prilep, and the one in Kole Nehtenin from Stip, were renovated and fully equipped with furniture and IT equipment.

Before:



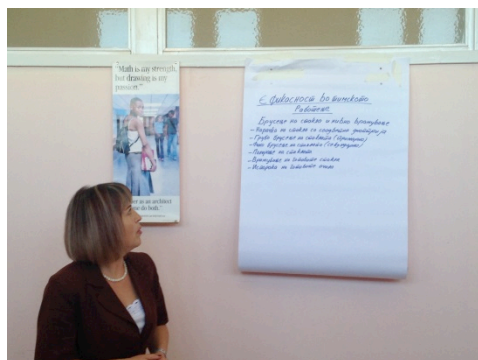
After:



In all 6 municipalities YES STS for VET led mentoring sessions, where all of the teachers participated in three different sets of meetings, depending on the trainings that they are implementing within their schools. First, information was shared regarding the newly adopted “Career Planning” program for second year students for implementation in the free classes of the VET schools, as well as the continuation of the training process and other related activities of YES Network in support of the Career Counseling process. Also, the implementation of the WRC and

WBL programs with the students during this school year, and the new Career Counseling program was discussed.

The third part of the meeting was in the form of a brief workshop where teachers shared their



experiences in implementing the programs, focusing on the positive experiences. Each municipality (i.e. group of schools in a municipality) was focused on one module, and sharing of good practices and potential enhancement of the contents was discussed.

All schools involved in YES Network started creating their Action Plans for their Career Centers. The creation of these Action Plans has become a standard procedure in each beginning of the school year, and it proved to be a useful tool for early planning of activities, and successful implementation of Career center activities. Most of the schools have included these Action Plans in their school annual work plans.

Job Club Activities

In the past quarter, YES Network assisted with the refurbishment and equipping of the Job Club in the Employment Center in Skopje. New furniture and IT equipment with the total value of 10,000\$ was provided by YES. The process was successfully completed by the end of August.

JCs in the Employment Centers in Strumica, Bitola, Tetovo, Prilep, Gostivar and Shtip, are fully functioning and working in accordance with the work plans they have developed.

JC in the Employment Center Skopje has developed work plan for the time period of six months (October-March 2013) as well. The first WRS workshop for registered unemployed from municipality of Skopje will be delivered by the end of October 2013.

The opening ceremony of the renovated JC in ESA Skopje will be organized at the beginning of November 2013.

Results 1.2

- 11 CCs equipped
- Mentoring session with secondary school teachers in 6 municipalities organized (59 teachers involved)

- Action Plans for the Career Centers created for the school year 2013/2014
- JC in Employment Center in Skopje is fully refurbished and re-equipped.
- All six (6) JCs developed work plan for the next period (July – December 2013).
- JC in Skopje developed work plan for October-March 2013

1.3. Strengthen the job services capacity of ESA to ensure trained youth have access to up-to-date information on job openings and career development opportunities

Work Readiness Skills Program (WRS)

During this quarter, five (5) Employment Centers (Strumica, Tetovo, Bitola, Shtip and Prilep) delivered WRS trainings to unemployed youth.

By the end of September 2013, seven (7) WRS trainings were realized in 5 ESA's Job Clubs: Strumica – 1; Tetovo – 1; Bitola – 1; Prilep – 2; Stip – 2. The trainings were delivered by ESA staff without support of NGO facilitators. Out of 94 registered unemployed youth who have successfully completed the WRS training:

- 3 registered unemployed youth gained an internship position (2 in Bitola and 1 in Strumica);
- 14 registered unemployed youth gained long term employment (11 in Bitola and 3 in Tetovo).

ESAs staff continued to enhance the WRS training by inviting employers as guest speakers in WRS workshops.

In the period between July 1-3, 2013 and September 4-6, 2013, two ToT training sessions for ESA staff were organized. At these workshops, 9 representatives from ESA Skopje and 8 representatives from the ESA Centers from Strumica, Stip, Tetovo, Gostivar and Prilep were trained as WRS facilitators.



The ToT WRS workshops for employees from Employment Center Skopje were delivered by YES Network staff and already trained ESA facilitators from Employment centers from Bitola, Stip and Gostivar.

Work Based Learning Program (WBL)

The Employment Center in Prilep, in cooperation with municipality of Prilep and with support of YES Network Project is working on preparation of a local Job fair, as a public private dialogue between all partners of YES Network Project.

The Job Fair will be held on October 2-3, 2013. The agenda is defined and representatives from all partners are invited to participate. It is expected that the fair will be open by the minister of Labor and Social Policy and the Mayor of Prilep.

Career counseling program for ESA staff

During this quarter YES STS for Labor Market in cooperation with the representatives from State ESA continue to work on adaptation of already developed Career Counseling Program for secondary schools. It was agreed that State ESA will submit the first draft Career Counseling program to YES Network by the end of October 2013.

Results 1.3

- Seven WRS trainings delivered in ESA Bitola, Stip, Strumica, Tetovo and Prilep;
- Certificates for WRS training were awarded to all participants who completed the training;
- WRS ToT for ESA facilitators held between July 01-03, 2013 and September 4-6, 2013.
- 3 registered unemployed youth entered into internships, 14 gained permanent employment;

1.4. Provide continuing professional development opportunities for teachers in Vocational Educational Training (VET) schools.

Work Readiness Skills Program

After establishing cooperation with 11 high schools from the City of Skopje, the first training for teachers was delivered. A total of 55 teachers completed the entire Work Readiness Skills training and started implementing the program in their schools. The trainings took place from July 1-3, 2013 for the first group of schools from Skopje, and from July 3-5, 2013 for the second group. This cycle covered the first four modules.



From August 19-21, 2013 for the first group, and from August 21-23, 2013 for the second group, Modules 5-8

from the WRS program were covered as well. The VET Center advisors were invited as trainers. In support of the initiative, the Head of Education Sector within the City of Skopje attended both trainings, expressing City of Skopje's support for this project and the activities it implements in the schools.

During this quarter, the Work Readiness program was translated in Turkish and uploaded on YES Network web page.

Career Counseling Certification program

Based on the application procedure, candidates for the first set of trainings were selected and two trainings were delivered from August 12-14, 2013 for the Gostivar, and August 13-15, 2013 for the Tetovo group. Trainers for these set of trainings were representatives from the Association of Career Development Counselors, a VET Center advisor and a BDE advisor.

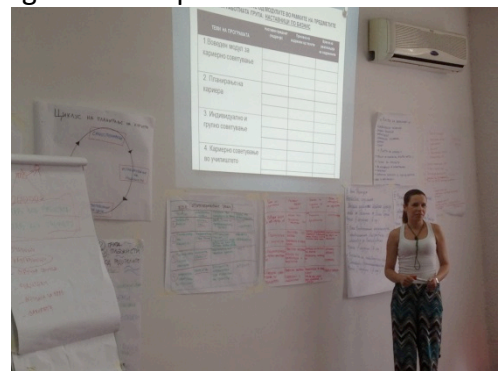
During these trainings, the participants were trained in the following topics:

Module 1: Introduction to Career Counseling and Guidance

Module 2: Career Planning

Module 3: Individual and Group Counseling

Module 4: Career counseling in secondary schools



Results 1.4

- 55 teachers from Skopje schools completed the entire Work Readiness Skills training
- Two CCCP trainings (first part) conducted for teachers from Tetovo and Gostivar
- 40 teachers from Tetovo and Gostivar attended the first part of the CCCP training

1.5. Creative innovative mechanisms to make VET schools and the VET Center more responsive and relevant

In collaboration with the VET Center, YES Network worked to adapt the Career Counseling Certification Program and make it ready to pilot in schools. Based on already developed training modules, a program for “free school activities” was designed. The name of the program is “Career Planning” and was officially adopted by the VET center on September 2, 2013.

Negotiations with the Bureau for Development of Education for implementation of this program in the gymnasia are still ongoing. The BDE shows interest in piloting the program, and the form of implementation is to be defined during this school semester, so that a project activity is developed for the second semester.

A meeting with the school directors and education sector officials from all municipalities was organized in Krushevo on August 29-30, 2013. They were informed about the YES network activities that have been implemented within the schools so far, and the activities that will follow in the next period. Also, the results from the M&E activities related to the schools were also presented, and recommendations to schools were discussed.

The process of developing Mentors in Companies standards and program has started. The first draft for the mentors in companies was drafted and shared with businesses and education stakeholders so that they are commented and finalized. Based on these standards, the program for Mentors will be developed, and trainings designed.

Results 1.5

- Meeting with school principals and municipality officials from the education sector organized
- A program for Career Planning called “Career Planning” officially adopted by VET Center
- First draft of Mentors in Companies standard drafted

1.6. Integrate productive connections with current and planned USAID and other donor workforce related activities

On September 27th YES Network STS PPD attended the conference “Creation of the Conditions for Utilizing of Reform Labor Market Tools of EU in Macedonia by Transfer of Slovak Experiences” (COCURT). The conference was organized by the Organization of Employers of Macedonia in partnership with the Center of Economic and Social Development (CESOR). Both parties under the lead of the Slovak Regional Development Agency have realized the biennial project of preparation of the unemployed persons through career guidance for getting a job.

YES Network held a meeting with representatives from EU IPA Project for Modernization of ESA - state ESA Coordinator for YES Network Project, YES Network Chief of Party and STS Labor Market regarding the possibility of adaptation/development of Career tests for state ESA and secondary schools.

1.7. Monitoring and Evaluation

Field data gathering for the annual evaluation FY2013

The data gathering process continued during this quarter. The following activities were implemented:

- Interviews with LESS representatives from Strumica, Shtip, Tetovo and Prilep to explore the functioning of the LESSs during FY2013
- LESSs documentation gathering
- School reports for acquiring the information on the number of students participating in WRS and WBL programs during FY2013 as well as the activities implemented in the CCs
- ESA and NGO reports on internships, youth employment and volunteering
- Questionnaires filling in by teachers from Bitola and Prilep
- ESA workshop observation

Qualitative and quantitative data input, processing and analysis

During this quarter quantitative data input and processing was performed. Total numbers of completed questionnaires by program and by target group are presented in the table below:

Table 1. Number of questionnaires completed

	Students	Teachers	NGO Youth	ESA Youth
WRS	447	105	96	(124 entered) (191 to be entered) 315 Total
WBL	115	21	/	/

Twelve integral Focus group reports were prepared by the consultants that were implementing them during the previous quarter.

The initial findings were presented to the school Directors' conference held in Krushevo on 29-30 August 2013 (see the following section).

Presentation of the initial findings to school Directors

VET component organized a conference for school Directors to introduce the YES Network programs. Our M&E Specialist presented the initial findings from the Evaluation FY 2013. Here are some excerpts from the presentations:

WRS program – feedback from the teachers

Benefits from the WRS program

- Teachers report that, as a result of the participation in the WRS program, students became more self-assured, independent, relaxed, courteous, show more responsibility compared to the regular classes and show greater attention and interest during the class.
- Students that participated in WRS program are much better assessed by the employers when they have practical instruction in a company compared to the students that have not participated in the program.

- Interactive methods elicit students' creativity and motivate the students with lower achievements to participate.
- The acquired knowledge is enduring.
- When the modules are integrated in the existing subjects students' interest for the subject is increased.

Recommendations for improvement:

- 'Free classes' to become part of the regular schedule in order to overcome the issues related to the time organization of the groups.
- To make a schedule for integration of the modules in the subjects so as to avoid overlapping.
- To reduce the number of modules because there is not enough time for realization of the complete program.

WRS program – feedback from the students

Benefits from the WRS program

- Students' self-confidence increases as a result of the program.
- Students acquire practical knowledge and skills which will be useful for their life in the future.
- They learned how to prepare a CV and Motivation letter, they improved their communication skills, learned how to do a job search and how to comport during a job interview.
- Students actively participate during class, express their opinion and ask questions.
- The atmosphere is non-judgmental and relaxed.
- Teachers are completely dedicated to the students, have friendly relationship, provide answers to all questions from the students which is very different from the regular classes.
- Students got more than they expected.

Recommendations for improvement:

- To perform an interview with an employer as part of the program.
- To have more examples adapted to each vocation.
- When the teachers do not encourage them to contact employers they should take the initiative.
- To regularly use the tools for self-evaluation because through them the students could identify their weaknesses.
- The program to be presented by the students that participated the previous year.
- To publish information about the program on Facebook or other Internet sites.

WBL program – feedback from the teachers

Benefits from the WBL program

- The most positive thing is the learning by doing.
- The most useful thing is that the students are becoming familiar with the modern equipment (ex. medical) and are becoming familiar with the labor process through their active involvement in it.
- The students who are not attending the regular classes are always present at these classes.

Recommendations for improvement:

- Reduce the number of students per group.
- More mentor work with the students.
- More teachers to be trained for implementation of this program.

WBL program - feedback from the students

Benefits from the WBL program

- The program stimulates them to be active.
- The students wish the interactive approach to become part of the regular classes.
- The students consider that they learn better because they get more attention from the teacher; they are more attentive and more motivated to engage.
- From all work-based learning forms they mostly use the 'Company visit'.
- Students said that the employers were cooperative and kind and they got many useful advices from them.

Recommendations for improvement:

- All students should have the opportunity to participate in the program and not only those that will be selected by the teachers, most often the high achievers.
- The best promotion of the program could be done by the teacher who implemented the program together with a student that participated in it during the previous year.

Maintaining and updating the project database

The project Database has been regularly updated.

Reporting to USAID for the Portfolio review

At the end of September the Project collected the data for reporting on the five USAID standard indicators and three Project indicators. In the tables below is summarized information about the number of persons trained in FY 2013 and realized work opportunities.

Table. 2 Number of persons participating in YES Network programs

WRC	N-Total	N-Female	N-Male
Teachers/ESA/NGO staff	66	45	21
ESA Youth	569	369	200
NGO Youth	96	55	41
Students	1612	840	772
WBL	N-Total	N-Female	N-Male
Teachers	67	31	36
Student	368	193	175
Filming Best Practices	N-Total	N-Female	N-Male

Teachers	20	9	11
CCCP	N-Total	N-Female	N-Male
Teachers	75	47	28
Strategic Planning	N-Total	N-Female	N-Male
LESC members	23	7	16
Public Speaking and Effective Communication	N-Total	N-Female	N-Male
Teachers	37	19	18
Students	21	13	8

Table. 3 Number of youth receiving internships, employment or volunteering position

	Total number of youth completing a training	Internships			Employments			Volunteering		
		f	m	Total	f	m	Total	f	m	Total
ESA Youth	585	7	1	8	77	37	114	0	0	0
NGO Youth	97	4	3	7	21	13	34	3	2	5
Total	682	11	4	15	98	50	148	3	2	5

At the same time the process of planning the targets for the following two years started. Each STS planned the targets for their component activities and M&E Specialist met individually to assist the planning. The targets will be incorporated in the revised PMP FY2014 to be finalized by the end of October 2013.

YES Network Performance audit

Between August 14 and September 12, a Performance Audit of the YES Network project was conducted by OIG representatives. The M&E STS facilitated the entire performance audit as a contact point for the auditors.

The two OIG auditors had several meetings with YES CoP and M&E specialist as well as a short meeting with YES STSs. Also, meetings and interviews with YES partners from state institutions, ministries and representatives from partner municipalities were organized.

As part of the performance audit, the Monitoring and Evaluation system and practice were assessed as well. The auditors focused on the M&E component, and reviewed: the M&E data collection process, the quality of the reported data according to the PMP indicators, the instruments/forms used, the database of the project and the consistency of the data from acquisition to reporting. The M&E staff actively contributed and cooperated during the auditors' focus on the M&E component. The cooperation level, professionalism and the effort put in by the M&E staff were recognized and greeted by the performance audit team.

WRN! pilot testing

EDC is rebranding the WRS curriculum into Work Ready Now! curriculum to be used worldwide. As part of the package EDC is preparing a certification process for the youth completing the program, which will be based on objective testing. For this purpose EDC asked Macedonian YES Network Project to be one of the three pilot testing sites. All costs for this activity were covered by EDC.

The WRN! certificate will help the young people prove to the employers that they have the skills needed to succeed in the workplace when applying for a job. The young people who successfully pass the pilot test will receive the certificate. The certification is based on the WRN! exam that was created and piloted through the cooperation of EDC Home office and branch offices in Macedonia (YES Network Project), Rwanda and Guyana.

YES Network Project has identified three groups of youth that will take part in the WRN! Exam Pilot: secondary school students; unemployed, registered at ESA youth; and unemployed unregistered youth. Due to the specific regulations on secondary schools in Macedonia, the YES Network staff were the assigned proctors for the exam pilot, and for the ESA centers and the NGO, associate proctors were hired. All proctors received proper training and were instructed on the procedure regarding the exam situation, exam logs/forms and irregularity reports. In total 159 young people across 8 test sites participated in the WRN! Pilot test. Five of the test sites were in secondary schools with students from the same school, two test sites were at ESA Centers with unemployed, registered at ESA youth, and one test site at a local NGO with unemployed unregistered youth.

Youth who will successfully pass the WRN! Pilot Exam will be contacted via e-mail and certified as Work Ready Now!

1.8. Inclusion of Youth with Disabilities

In order to promote inclusion and build commitment and capacity to address issues regarding persons with disabilities, the PPD component reported that several LESC's (Stip, Bitola, Strumica and Gostivar) included a representative from a DPO among its members. This way, LESC's will actively encourage the formation of effective partnership relations between municipalities, national relevant authorities and institutions, Employment Service Agencies, local DPOs and indigenous NGOs interested in issues of concern to people with disabilities. The benefits of including people with disabilities within the LESC's frames contributed in practical actions, measures and suggestions mentioned and adopted in the documents of strategic planning of the LESC from Stip, Strumica, Bitola and Prilep. Some of them are: drafting municipal strategic document on social inclusion, organizing public events that will promote social inclusion and raising awareness of the needs of the PwD, panels and round tables on advocating and offering

services on behalf of PwD, building capacities of the unemployed PwD through a series of trainings, etc.

Since the new modification of the cooperative agreement for YES Network project was officially signed by USAID and EDC officials, the preparation activities for the new component on Inclusion of Youth with Disabilities were initiated.

The open call for a coordinator of this component was announced and 67 applicants have submitted their interest for this position. Milica Trpevska was selected as a best candidate for this position and as of 1st of October, 2013 she will be officially hired as a Coordinator for Inclusion of Youth with Disabilities.

2 . Activities proposed for the coming quarter : October through December

2.1 Facilitate Public-Private Dialogue that will improve demand-supply labor exchange at the local level

- Two-day workshop on strategic planning for the members of LESC Bitola
- Printing and distributing the document Strategic Planning to the members of the Economic Council Prilep and City Council Prilep
- Presentation of the findings from the document EC Prilep Strategic Planning to the City Council members
- Presentation of the findings from the document LESC Stip Strategic Planning to the Stip City Council members
- One-day workshop on capacity building for the members of LESC Stip
- Presentation of the findings from the document Local Action Employment Plan to the Tetovo City Council members
- Constituent meeting for the LESC Gostivar
- One-day workshop on capacity building for the members of LESC Strumica
- Formal inauguration of the LESC Skopje
- Constituent meeting of the LESC Skopje
- Coordination meetings with the LESC of Prilep, Bitola, Gostivar, Tetovo

2.2. Develop venues for meeting immediate skill/training needs of the labor market and career development opportunities

- Official opening of two career centers – one in Skopje and one in Prilep
- Official opening of a Job Club in ESA Skopje
- Equipping the newly opened CCs with books/posters

- Developing a Parents' guidance section in the CCCP, and a brochure for parents
- Finalizing the CCCP training cycle with teachers from the six municipalities
- Finalization of support materials for the implementation of the CCCP program

2.3. Strengthen the job services capacity of ESA to ensure trained youth have access to up-to-date information on job openings and career development opportunities

- WRS Workshops for registered unemployed youth in Job Club Skopje
- Career Counseling Program, specifically customized for ESA will be adopted
- Career Counseling training for representatives of ESA Employment Centers will be organized

2.4. Provide continuing professional development opportunities for teachers in Vocational Educational Training (VET) schools.

- Workshop on implementation of WRS program in Skopje schools, and development of CC action plan for this schools year
- The second part of the CCCP training will be organized and delivered (4 trainings will be organized)
- A training for mentors in companies will be organized and delivered
- Orientation meeting for teachers for externship programs

2.5. Creative innovative mechanisms to make VET schools and the VET Center more responsive and relevant

- Develop a training program for Mentors in companies
- Develop a teacher's externship program and instruments
- Finalize supporting materials for realization of the program "Career Planning"

2.6. Integrate productive connections with current and planned USAID and other donor workforce related projects

- In cooperation with the Teacher Professional and Career Development project, the standards for VET teachers training in companies will be developed

2.7. Monitoring and Evaluation

- Finalizing PMP FY 2014 in accordance with the new objectives and including the new component on Inclusion of Youth with disabilities

- Survey of employers that have employees or interns previously trained in WRS
- Interviews with NGO facilitators that implemented workshops with youth during FY 2013
- Finalizing the Evaluation report FY 2013
- Presentation of YES Network results to USAID officials and Projects, relevant Ministries and institutions
- Class observation for evaluation purposes
- Baseline survey for the Inclusion of Youth with disabilities component

2.8. Inclusion of Youth with Disabilities

- Initial action planning with project sub grantees (Open the Windows and Handimak Tetovo)
- Preparing Scopes of Work and contracts for both subs with specified deliverables and due dates;
- Contracting consultants for adaptation of the YES work readiness curriculum
- Activities with Open the Windows:
 - Procurement and purchase of assistive devices and IT peripherals for 38 career centers and seven job clubs;
 - Gathering baseline information on YES facilitators' current disability awareness;
 - Preparing and scheduling disability awareness and assistive technology trainings in seven YES partner municipalities (to be delivered in January and February 2014);
- Activities with Handimak Tetovo:
 - Conducting a physical accessibility assessment in 38 career centers and seven job clubs in each of the seven partner municipalities.
 - Based on the assessment, Handimak Tetovo will build simple accessibility modifications such as ramps and bathroom railings in the first quarter of 2014;
- Activities with local consultants:
 - Adaptation of the work readiness curriculum for use in inclusive classrooms (for youth with physical and intellectual disabilities);
 - Design and development of training materials for facilitators on the implementation of the adapted work readiness skills curriculum (trainings are scheduled for January and February 2014)

3. Administration and Finance

3.1 Administration activities and outcomes

The activities completed during the quarter include:

- Additional furniture for the office was purchased;
- The annual bidding process for selection of transportation companies (Skopje and regional) and office supplies vendor were conducted;
- Budget for Year IV and V was finalized;
- Renovation of Job Clubs and Career Centers was finalized;
- Furniture and equipment for Job Clubs and Career Centers was purchased and distributed;
- Disposition of furniture and equipment in Gostivar CC and JC was finalized;
- FY2013 year-end files were prepared and sent to EDC USA;
- Employment of PWD Program coordinator was finalized;

The Financial manager in collaboration with regional coordinators has prepared a leverage/cost share report (appendix I) for period May 2012- September 2013. It is in the amount of \$25,291 and is comprised of the following types of leverage/cost share:

- Contributions by schools and ESAs towards renovation of the Career Centers and Job Clubs in Gostivar, Stip and Prilep;
- Contributions by the municipalities of Tetovo, Strumica and Bitola by lending office space for YES regional offices;
- Cost shares reported by sub grantees while delivering WRC trainings in Prilep, Bitola, Stip and Gostivar.

3.2 Administration activities proposed for the next quarter

- Prepare new budgets for Handimak and Open the Windows for the new PWD project;
- Prepare documents needed for issuing of the Sub grant agreements for Handimak and Open the Windows;
- Send Disposition Plan for Skopje Job Clubs and Career Centers to EDC USA for approval;
- Books and posters will be shipped from USA and delivered to Career Centers and Job Clubs.

4. Appendices

Appendix I

COST SHARE/LEVERAGE ASSESMENT REPORT FOR PERIOD MAY 2012 TO SEPTEMBER 2013

#	Name of Institution (location of the CC or JC)	Description of Product/Service	Price/Value in MKD
1	High School OSTU "Gostivar", Gostivar	Cement and wall plaster	13,876.00
2	High School OSTU "Gostivar", Gostivar	Bricks	12,700.00
3	High School OSTU "Gostivar", Gostivar	Curtains, 30 m2	4,185.00
4	High School OSTU "Gostivar", Gostivar	Wall sockets	900.00
5	High School OSTU "Gostivar", Gostivar	Door and placement	12,000.00
6	High School OSTU "Gostivar", Gostivar	Electricity works	15,787.00
7	High School OSTU "Gostivar", Gostivar	Instalation of internet	17,952.00
8	High School OSTU "Gostivar", Gostivar	Wall renovation works	21,600.00
9	High School SEOU "Gostivar", Gostivar	Serial switch contact	425.00
10	High School SEOU "Gostivar", Gostivar	Wall sockets	380.00
11	High School SEOU "Gostivar", Gostivar	Simple switch	300.00
12	High School SEOU "Gostivar", Gostivar	Wall socket base	425.00
13	High School SEOU "Gostivar", Gostivar	Cable	840.00
14	High School SEOU "Gostivar", Gostivar	Cable base 25x15	1,020.00
15	High School SEOU "Gostivar", Gostivar	Cable base 16x16	340.00
16	High School SEOU "Gostivar", Gostivar	Neon lights base	2,898.00
17	High School SEOU "Gostivar", Gostivar	Paint roller set 1/5	762.00
18	High School SEOU "Gostivar", Gostivar	Paint roller kit	212.00
19	High School SEOU "Gostivar", Gostivar	Tape	360.00
20	High School SEOU "Gostivar", Gostivar	Brush	40.00
21	High School SEOU "Gostivar", Gostivar	Nitro basic	510.00
22	High School SEOU "Gostivar", Gostivar	Paint thinner	306.00
23	High School SEOU "Gostivar", Gostivar	Lacquer (emajl)	1,824.00
24	High School SEOU "Gostivar", Gostivar	Paint	3,000.00
25	High School SEOU "Gostivar", Gostivar	Purpen foam	800.00
26	High School SEOU "Gostivar", Gostivar	Curtains	3,000.00
27	High School SEOU "Gostivar", Gostivar	Frame 48x64	1,800.00
28	High School SEOU "Gostivar", Gostivar	Frame 29x64	2,250.00
29	High School SEOU "Gostivar", Gostivar	Electrical works	5,000.00
30	High School SEOU "Gostivar", Gostivar	Paining of walls	2,000.00
31	High School SEOU "Gostivar", Gostivar	Painting of radiators	2,000.00
32	High School SOU "Gostivar", Gostivar	Door	10,000.00
33	High School SOU "Gostivar", Gostivar	Instalation of door	2,000.00
34	ESA Gostivar	Paint	6,000.00
35	ESA Gostivar	Radiators lacquer	1,750.00
36	ESA Gostivar	Wood lacquer	600.00
37	ESA Gostivar	Painting works	6,000.00
38	ESA Gostivar	Neon lights base	4,000.00
39	ESA Gostivar	Neon lights tubes	2,000.00
40	ESA Gostivar	Electrical works	2,500.00

41	ESA Gostivar	Renovation of cupboards	1,800.00
		TOTAL GOSTIVAR	166,142.00
1	High School SOU Dimitar Mirasciev, Stip	Laminat floors, painting walls, door, and windows.	54,000.00
2	High School SOU Slavco Stojmenski, Stip	Painting of the walls, radiators and doors, as well setting curtains.	7,800.00
3	High School SOU Jane Sandanski, Stip	Painting of the walls, new lights, and variolajt curtains.	23,992.00
#	Name of Institution (location of the CC or JC)	Description of Product/Service	Price/Value in MKD
4	High School SOU Iskra, Stip	painting, of the walls, setting protective bars on the window, new desk for PC and extension cords.	19,500.00
5	ESA Stip	painting of the walls, setting adhesive foil on the wall tiles, fixing windows, cleaning of sintelon floor, purchase and replacement of the neon lighttubes and setting new curtains.	27,000.00
		TOTAL STIP	132,292.00
1	SOU Gjorche Petrov, Prilep	Brickwork (blocks, cement, greasing,...)	30,000.00
2	SOU Gjorche Petrov, Prilep	Electrical instalations (cable, plugs and installation)	20,000.00
3	SOU Gjorche Petrov, Prilep	Painting of the walls, plastering	6,000.00
4	SOU Gjorche Petrov, Prilep	PVC window	42,000.00
5	SOU Gjorche Petrov, Prilep	Neon lights (each with 4 neons, assembling included)	3,000.00
6	SOEPTU Kuzman Josifovski Pitu, Prilep	Door	7,600.00
7	SOEPTU Kuzman Josifovski Pitu, Prilep	Neon lights	1,000.00
8	SOEPTU Kuzman Josifovski Pitu, Prilep	Painting of the walls, plastering	15,000.00
9	SOU Gimnazija Mirche Acev, Prilep	Painting of the walls, plastering, knauf, Purchase of 2 radiators (heaters) and assembling, Purchase of 2 light rasters and electrical instalation, 4 double aluminum doors with termopan glasses, Supply and installation of gutters for rainwater and insulation,Marble door threshold	180,000.00
15	ESA Prilep	Painting of the walls and replacement of old neon lights with new	4,500.00
16	ESA Prilep	Plastering of the front door in JC	3,540.00
17	ESA Prilep	Metal moldings for the door in JC	575.00
		TOTAL PRILEP	313,215.00
		TOTAL GOSTIVAR, STIP AND PRILEP CC and JC	611,649.00

1	Workers University, tetovo	Space for the Regional office in Tetovo Monthly Rent of office space (30 m²) MKD8,118 for period May 2012- September 2013, 17 months	138,006.00
2	Business start up center, Bitola	Space for the Regional office in Bitola Monthly rent is MKD6,150 , for period May 2012- Sept. 2013, 17 months	104,550.00
3	Strumica Inkubator, Strumica	Space for Regional Office in Strumica Monthly rent is MKD9,225 for period May 2012 to Sept. 2013 17 months	156,825.00
#	Name of Institution (location of the CC or JC)	Description of Product/Service	Price/Value in MKD
4	Association for Democratic Initiatives, Gostivar	Cost share for sub grant agreement for WRC training in Gostivar	5,000.00
5	Youth Culturel Center, Bitola	Cost share for sub grant agreement for WRC training in Bitola II round	37,500.00
6	Lokalen Ekonomski Razvoj (LER) IT, Stip	Cost share for sub grant agreement for WRC training in Stip	16,000.00
7	Youth Educational Forum, Skopje	Cost share for sub grant agreement for WRC training in Tetovo III round	24,600.00
8	Youth Council Prilep	Cost share for sub grant agreement for WRC training in Prilep	30,000.00
9	Youth Council Prilep	Cost share for sub grant agreement for on Line portfolio training in Prilep	14,000.00
		Total Administrative and Sub grants cost share	526,481.00
		GRAND TOTAL in MKD	1,138,130.00

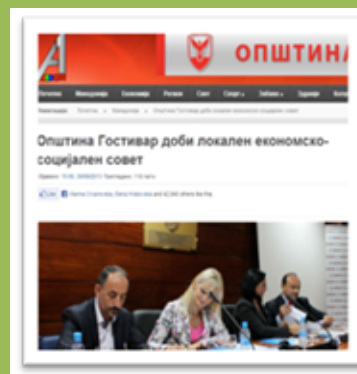
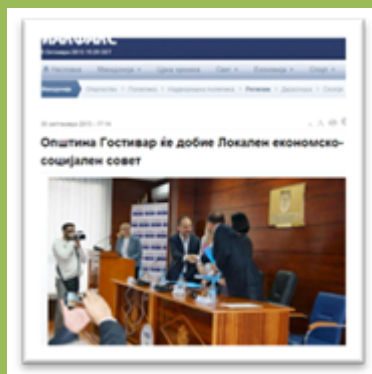
	rate	45
GRAND TOTAL IN USD		\$ 25,291.78

Appendix II

Media Coverage Report

1. Media Coverage of the inauguration of Local Economic and Social Council of Municipality of Gostivar (September 30th 2013)

News	Links
<p>“Today in Gostivar the USAID Youth Employability Skills Network (YES Network) project in collaboration with the Municipality will inaugurate the Local Economic and Social Council (LESC) of Municipality of Gostivar.”</p> <p>“The Agreement for establishment was signed by the local self-governance, the Employers Organization of Macedonia, the Federation of Trade Unions of Macedonia and the Confederation of free Trade Unions.”</p> <p>“The LESC which represents all the relevant stakeholders from the public and private sector will function as advisory body in the Municipality for issues related to local economic development and youth employment.”</p>	<p>Sources:</p> <ol style="list-style-type: none"> 1. http://www.radiomof.mk/lokalno-ekonomsko-sotsijalen-sovet-za-sovetuvane-na-mladite-vo-gostivar/ 2. http://makfax.com.mk/319576/opshtina_gostivar_kje_dobie_lokalen_ekonomsko_socijalen_sovet 3. http://lider.mk/2013/09/30/vo-gostivar-osnovan-lokalen-ekonomsko-socijalen-sovet 4. http://www.ssm.org.mk/index.php?option=com_content&view=article&id=954%3Auspesno-prodolzuva-kampanjata-za-formiranje-lokalni-ekonomski-socialni-soveti&catid=49%3Ahealth&Itemid=146&lang=mk 5. http://lokalno.mk/usaidd-osnovanje-na-lokalen-ekonomsko-socijalen-sovet-na-gostivar/ 6. http://www.gostivari.gov.mk/web/index.php/mk/lajme-na-komuna/181-nenshkruhet-marreveshja-per-themelimi-e-keshillit-ekonomik-social-lokal-ne-komunen-e-gostivarit 7. http://kiss.com.mk/mak/novosti1.asp?id=18420 8. http://kurir.mk/republika/opstini/131867-Osnovan-ekonomsko-socijalen-sovet-vo-Gostivar 9. http://a1on.mk/wordpress/archives/213219 10. http://regioni.mk/vo-gostivar-osnovan-ekonomsko-socijalen-sovet/ 11. http://ina-online.net/maqedoni/31702.html 12. http://lajmpress.com/lajme/maqedoni/24803.html



1. Presentation of Local Action Plan for Employment in municipality of Tetovo

News	Links
<p>“Based on analyses of the local labor market, an Action Plan for Employment was made, which Municipality of Tetovo will use to increase the percent of employment with focus on youth. Municipality of Tetovo is one of the six municipalities which are included in USAID YES (Youth Employability Skills) Network project.”</p>	<p>Sources:</p> <ol style="list-style-type: none"> 1. http://www.kiss.com.mk/mak/novosti1.asp?id=18004 2. http://shqip.republika.mk/?p=72538 3. http://www.mia.mk/mk/Inside/RenderSingleNews/134/106824591

